

LIBRARY BUREAU

1908-1931

LIBRARY
BUREAU

Library Bureau
316 Broadway

Branches in principal cities
Founded 1876
Cable Address "Library Boston"

New York

13 March 08.

American Numismatic Soc.,
156th St & Bway, City.

Gentlemen :

We beg to acknowledge receipt of your
order of even date for the following :

2 Pairs #8080 Oak Ends @ 9.00 \$ 18.00

Thanking you for the order, we remain,

Very truly yours,

Library Bureau

C. E. N.
or

Mgr Store Sales Dept

HTR BMJ

The Company's charge is based upon the value of the property, which must be declared by the shipper.

180 A

ADAMS EXPRESS COMPANY.

(NON-NEGOTIABLE BILL OF LADING.)

NEW YORK, *Mar 25*

190 *8*

Received from

Summation Co. N.Y. & Bway

VALUE
DECLARED
AND GIVEN

Valued at \$ *70.00*

Marked

1 case
Libray Bureau

316 Bway City

ACCEPTED ONLY
AT OWNERS RISK
OF DAMAGE

Which the Company agrees to carry upon the following terms and conditions, to which the shipper agrees, and as evidence thereof, accepts this bill of lading.

1. In consideration of the rate charged for carrying said property, which is regulated by the value thereof and is based upon a valuation of not exceeding fifty dollars unless a greater value is declared, the shipper agrees that the value of said property is not more than fifty dollars, unless a greater value is stated herein, and that the Company shall not be liable in any event for more than the value so stated, nor for more than fifty dollars if no value is stated herein.

2. If the Express Company has not an agency at the point of destination, it shall carry the property to its agency nearest or most convenient thereto, and there notify the consignee, or deliver the property to some other carrier to continue the transportation. The Adams Express Company shall not be liable for loss or damage occurring after such delivery, nor for detention after having tendered the property to a connecting carrier.

3. The Express Company shall not be required to make free delivery at points where it maintains no free delivery service, nor at any point beyond its established delivery limits.

4. The Express Company, unless negligent, shall not be liable for loss, damage or detention of said property caused by civil or military authority, piracy, insurrection, strikes or riot, or by the act of any person acting as an officer of the law, whether with or without lawful process, warrant or authority, or by the dangers of railroad transportation, the perils of navigation, changes of temperature, heat, cold, wet or decay, nor for the death, injury or escape of live freight, the Company not being a carrier thereof except at owner's risk.

5. Said property is accepted as merchandise only, and the Express Company shall not be liable in any event for the loss of money, specie, bonds, coupons, or other negotiable paper, which the Company does not receive or carry except through its money department provided for that purpose.

6. The Express Company shall not be liable for loss, damage or detention of said property unless a claim therefor shall be presented to it in writing at this office within ninety days from this date with this contract or a copy thereof annexed; nor shall the Company be liable in any suit to recover for the loss, damage or detention of said property unless the same shall be commenced within one year after such loss, damage or detention shall have occurred, and not afterwards.

7. Articles of GLASS, articles contained in glass and fragile articles are accepted at OWNER'S RISK.

8. If any C. O. D. is not paid within thirty days the shipper agrees that the Express Company may return the property, and that he will pay the charges for transportation both ways.

9. The terms and conditions of this contract shall apply to any forwarding or return of said property, and shall inure to the benefit of every carrier to whom the same may be entrusted to complete the transportation.

CHARGES, *Collect*

For the Company, *J. Lashy #711*

NUMBER OF
PIECES
RECEIVED

1

Liability limited to \$50 unless a greater value is declared.

ADAMS EXPRESS COMPANY.

PRINCIPAL OFFICE,
59-61 BROADWAY, NEW YORK.
TELEPHONE, 800 RECTOR.

Other New York City Offices:

91 Maiden Lane.....	Telephone, 800	Rector.
200 Chambers Street.....	" 800	Rector.
2 & 4 Reade Street.....	" 4700	Spring.
137 & 139 West Broadway.....	" 4700	"
307-311 Canal Street.....	" 4700	Spring.
49-53 Howard Street.....	" 4700	"
250 Grand Street.....	" 4700	"
127 Prince Street.....	" 4700	"
324-328 Lafayette Street.....	" 4700	"
159 Crosby Street.....	" 4700	"
13 East 14th Street.....	" 4326	Gramercy.
25 West 23d Street.....	" 4326	"
154-160 West 26th Street.....	" 4326	"
11 West 34th Street.....	" 4326	"
26 East 42d Street.....	" 4326	"
242 West 47th Street.....	" 4326	"
1033 Third Avenue.....	" 4326	"
355 Amsterdam Avenue.....	" 4326	"
1257 Third Avenue.....	" 4326	"
2753½ Broadway.....	" 3820	Morningside.
152-154 East 111th Street.....	" 3820	"
308 West 124th Street.....	" 3820	"
270-276 St. Nicholas Avenue.....	" 3820	"
51 West 125th Street.....	" 1937	Harlem.
132 Hamilton Place.....	" 3820	Morningside.
663 E. 148th Street.....	" 3820	"
132d Street & Willis Avenue.....		

FREIGHT DEPOTS:

Madison Ave., Cor. E. 48th St., New York.	Pier D, Pennsylvania Railroad, Jersey City, Telephone, 800 Rector.
Telephone, 4326 Gramercy.	Weehawken Telephone, 324 Union.

BROOKLYN OFFICES:

Furman St., near Fulton.....	Telephone, 6880 Main.
322 Fulton St.....	" " "
1189 Fulton St.....	" " "
787 Flatbush Ave.....	" " "
107 Broadway.....	" " "
89 Atlantic Ave.....	" " "
2505 Atlantic Ave.....	" " "

LONG ISLAND CITY:

71 Jackson Ave.....	Telephone, 6880 Main.
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MONEY ORDERS

On Sale, Payable at Nearly Every Express Office in the United States.

THE MORRIS EUROPEAN AND AMERICAN EXPRESS COMPANY, Limited,

FOREIGN EXPRESS AND FREIGHT CARRIERS.

TO ALL PARTS OF THE WORLD.

FORWARDERS OF FOREIGN CONSIGNMENTS OF EVERY
DESCRIPTION—PARCELS OR CAR LOADS,

Via All Routes

AT LOW RATES THROUGH TO CONSIGNEE'S DOOR.

CUSTOM HOUSE BROKERS.

Library Bureau

316 Broadway

Branches in principal cities

Founded 1876

Cable Address "Library Boston"

New York 17 March 08.

Secretary,
American Numismatic Society,
156th Street west of Broadway,
New York City.

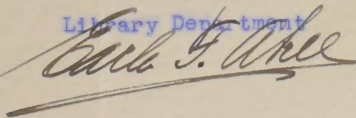
Dear Sir:-

In accordance with your telephone instructions to us, we are causing to be shipped to you four oak ends in a golden oak finish. These will be billed you at \$7.00 per pair.

At your convenience will you please have returned to us the ends, which were sent you in the wrong color, as our deliveries do not go so far uptown, otherwise we should not trouble you to take care of this matter. These, of course, will be returned to us at our expense.

Very truly yours,

Library Department



E.F.A.

NAH

March 22, 1909

The Library Bureau,
316 Broadway,
New York.

Dear Sirs:-

Will you kindly send me some samples of library cards,
lighter weight than the enclosed and not ruled, and greatly
oblige,

Yours very truly

Recording Secretary.

Library Bureau
316 Broadway

Branches in principal cities
Founded 1876
Cable Address "Library Boston"

New York 26 March 09.

Bauman L. Becker, Recording Secretary,
America Numismatic Society,
156th Street West of Broadway,
New York City.

Dear Sir:-

In reply to your inquiry of the 22nd inst., we take pleasure in enclosing herewith samples of library cards and slips in weights lighter than the card enclosed with your letter. These are marked with the prices on each. If, by any chance, the stock of the samples sent you is not in accordance with your requirements, please advise us, stating how we may serve you further.

Thanking you for the opportunity of submitting these, we are,

Very truly yours,

Library Bureau

E. F. A.

E.F.A.
EAB
encs.

March 30, 1909 -

Library Bureau,
316 Broadway,
New York.

Dear Sirs:-

Kindly send me 5000 library cards as per sample (33 r) these are the same
as those that you furnish to the Hispanic Society of America.

Very truly yours

Recording Secretary.

Library Bureau

316 Broadway

Branches in principal cities

Founded 1876

Cable Address "Library Boston"

New York 2 Sept. 09.

Miss Agnes Baldwin, Ass't. Curator,
American Numismatic Society,
156th St. West of Broadway,
New York City.

Dear Madam:-

We have your letter of the 1st and are delivering today by our boy the size Rule together with the Two Figure Alphabetic Cutter Author Table.

In reference to the rubber stamp we are not quite sure how small a type you wish this made up in. It, of course, will have to be made to order. Do you wish the size of typewriter type or smaller than that and if so, can you give us an idea of how small it should be and something to follow for copy? We can deliver this rubber stamp three or four days after receipt of your advice.

Thanking you, we are,

Very truly yours,

Library Department

Edw. F. Wheeler

E.F.A.

BAH

Library Bureau

316 Broadway

Branches in principal cities

Founded 1876

Cable Address "Library Boston"

New York 28 May 1910.

B. L. Belden, Esq.,

American Numismatic Society,

B'way and 156th Street, New York.

Dear Sir:-

Confirming the verbal estimate given you yesterday, will say that we will be pleased to deliver in position, ready for use, the mahogany winged swinging frames, as shown on our drawings and details left with you, for the sum of \$900.00.

This includes the posting board and plate glass for all frames, and paracentric key locks.

If we are awarded this order, we can make delivery by September 1st.

Awaiting your further commands, we are,

Very truly yours,

Library Bureau .

H. R. Katz

H.R.D.
EJB

WE thank you for your valued order of
24th Jan. for 5000 #33032 white
~~cards~~_____

which will receive our careful consideration and
be shipped at the earliest possible date.

Library Bureau

Library Bureau

516 Broadway

Branches in principal cities

Founded 1876

Cable Address "Library Boston"

New York March 8th, 1911

The American Numismatic Society,

156th St. West of Broadway, New York

Gentlemen;-

We wish to acknowledge receipt of your letter of the 7th inst., advising us that you have received a bill to cover mahogany units amounting to \$36, but have not as yet received the material

We find that these units are being crated, and we will endeavor to have same go forward by express tonight.

Trusting this will be satisfactory we are

Yours very truly

Library Bureau

HD/AM

Library Bureau

316 Broadway

Branches in principal cities

Founded 1876

Cable Address "Library Boston"

New York March 11th, 1911

American Numismatic Society,

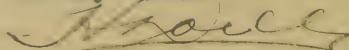
156th St. West of Broadway, New York

Gentlemen

Answering your letter of the 10th inst.,
we will have our mechanic call at the earliest
possible moment to examine the damage in the
drawer of the unit which we recently sent you,
and also have him set same up.

Yours very truly

Library Bureau



HD/AM

Terms net cash.

Remit in Boston or New York funds to Cambridge A. Boston, Mass.

Our Order No. N 214665

Your Order No. Phone by
Miss Baldwin

Library Bureau

Account No.

13204

Shipped via

New York 18 Mar. 11

To

Sold to Amer. Numismatic Society,
Broadway & 156th St., N. Y. City.

Returned

Catalog No.	Quantity	Description	Price		
34030	3000	White cards.	3.75	M	11.25
<p><i>Will send credit bill to the amount of \$11.25</i></p> <p><i>Wm. H. C.</i></p>					

All orders and correspondence should be addressed to 316 Broadway, New York

Telephone No. 1400 Worth

MONTHLY STATEMENT

Account No. 13204

Checks should be made payable to Library Bureau, and sent to
Cambridge A, Boston, Mass.

American Numismatic Society
156th St + Broadway N.Y.C.

In account with

Library Bureau

-2

Dates	Debits	Credits	Balance
Mar 18	11 25		
18	7 80		
22	40		
24	3 24		
Apr 20	1 13		
	<u>23 82</u>		

Our Credit No. NC 11339 **CREDIT MEMORANDUM**

Account No.

Our Order No.

FROM New York 18 May 1911

13204

Your Order No.

Library Bureau

To Amer. Numismatic Society

Broadway & 156th St N.Y.City

We Credit Your Account as Follows:

Catalog No.	Quantity	Description	Price		
34030	200	white cards	3.75M		.75
		Billed 18th Mar 11			

MONTHLY STATEMENT

Account No. 13204

May 31st, 1911

Checks should be made payable to Library Bureau, and sent to
530 Atlantic Ave., Boston

American Numismatic Society

156th St. & Broadway, N.Y.C

In account with

Library Bureau

Dates	Debits	Credits	Balance
Mar 18	7 80		
22	40		
24	3 24		
Apr 28	1 13		
	12 57		
May 18		75	
			\$11 82

Library Bureau

316 Broadway

Credit Department

Branches in principal cities

Founded 1876

Cable Address "Library Boston"

New York

June 9th, 1911

The American Numismatic Society,
156th St. & Broadway,
N. Y. City

Gentlemen:

We refer you to our May 31st
statement of our account and ask if the items
shown thereon may not have your early atten-
tion.

Thanking you, we are,

Yours very truly,

LIBRARY BUREAU

H. Halsey
Credit Manager

June 10th, 1911.

Litrary Bureau,
318 Broadway,
New York.

Dear Sir:-

I have your statement of May 31st, and note that you did not credit the Society with the 2000 cards, catalogue no. 444C, which was returned. All but 200 of these cards were sent down to you together with, and on May 14th the remaining 200 cards were delivered to you by Mr. Friedman, the Librarian of this Society. You have credited us for the 200 cards, that were returned on May 14th, only. I rather wonder whether I might not be obliged if you could return me a corrected one.

Very truly yours,

Director.

June 16th, 1911.

Mr. T. D. Bailey,
The Library Bureau,
316 Broadway,
New York.

Dear Sir:-

I am glad to be in this relationship with you. I would be glad if you would send me a small cabinet for cards, and would like to talk to you about it.

Very truly yours,

Director.

Should I happen to be out when you call, see Mr. Frichard, the Librarian.

Library Bureau

316 Broadway
Credit Department

Branches in principal cities

Founded 1876

Cable Address "Library Boston"

New York 16 June 1911

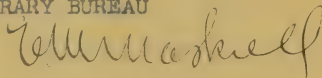
American Numismatic Society
156th St. & Broadway
New York City.

Gentlemen:

Confirming our representative's
call upon you, we have today cancelled
March 18th charge \$11.25 and enclose
corrected statement of your account
showing a balance of \$11.82 to May 31st.

Yours very truly,

LIBRARY BUREAU



E. M. M.
LCW

Library Bureau

316 Broadway

Branches in principal cities

Founded 1876

Cable Address "Library Boston"

New York June 19, 1911.

Mr. Bauman L. Belden,
American Numismatic Society,
156th. St. & Bway., N.Y.C.

Dear Sir:-

Referring to chair cushion ordered verbally this morning, beg to state that measurements of your chair do not conform to chairs carried in our regular stock and we therefore suggest that you can buy this just as cheap as we would be able to get it.

Order for guides and five-tray unit has been entered and will receive our prompt attention. The same should go forward in a few days.

Thanking you for the order, we beg to remain

Very truly yours,

LIBRARY BUREAU.

T. A. Bailey

T.B.
BFB

Library Bureau

316 Broadway
Credit Department

Branches in principal cities

Founded 1876

Cable Address "Library Boston"

New York

24 June 1911

A-13204

American Numismatic Society
156th St. & Broadway
N.Y. City

Gentlemen:

Referring to our letter of the 16th
stating we had cancelled March charge of \$11.25,
permit us to ask if the remaining March and
April shown on the May statement, check with
your ledger.

Appreciating your advices, we are

Very truly yours,

Library Bureau

H. S. Halsey
Credit Manager

H.S.H.

DMC

June 23th, 1911.

Mr. B. S. Halsey, Credit Manager,
Library Bureau,
316 Broadway,
New York.

Dear Sir:-

Your letter of June 11th would have been answered sooner, but I was away for several days.

I find your statement correct except that you have credited the Society with \$1.25 too much, as the cards referred to the 19th of May were the balance of the lot of \$1000 that were returned by the credit of \$17.50 for these should be the only credit.

I expect to be away for a week or 10 days, but as our Treasurer is out of town, and I have not as yet received a check from him, I will have to delay sending it to you until my return. I will send it promptly when I get back.

Very truly yours,

Director.

Library Bureau

316 Broadway

Branches in principal cities

Founded 1876

Cable Address "Library Boston"

Credit Dept.

New York, July 19, 1911.

American Numismatic Society
156th St. West of Broadway,
New York City.

Gentlemen:

In response to your Mr.

Bauman L. Bewhr's letter of June 28th ,
permit us to ask if we may hope for
a payment of our account by July 28th.
If you could arrange to favor us by
that date we should appreciate it very much,
for on August 1st we don't want the March
and April items to show on our ledger.

Thanking you in advance for
your prompt attention, we remain,

Yours very truly,

LIBRARY BUREAU.

H S H
MES

H. Halsey
Credit Manager.

July 20, 1911.

Mr. H. S. Halsey,
Credit Manager,
Library Bureau,
316 Broadway,
New York.

Dear Sir:

I have your letter of July 17th, I regret to find that I have been
telling your account several days ago, and I will forward it to you as soon as
received, as he is out of the city at present, it may be several days before I see
it, but it should certainly be received before the 25th.

I have been busy for several days and would have attended to this sooner.

Very truly yours,

Director.

Library Bureau

316 Broadway

Branches in principal cities

Founded 1876

Cable Address "Library Boston"

Credit Dept.

New York 21 July 1911

Mr. Bauman L. Belden, Director
The American Numismatic Society
156th St. West of Broadway, New York

Dear Sir:

Permit us to acknowledge receipt of
your payment this morning, covering the en-
closed receipted invoices, and to state we very
much appreciate your courtesy in the matter.

Again thanking you, we are

Very truly yours

Library Bureau

H.B.H.

EM

H. Halsey
Credit Manager

780
40
324
113
153
1525
90

30.55

August 21st, 1911.

Liberty Bazaar,
1111 Broadway,
New York.

Dear Sirs:-

Will you please, as soon as possible, let the Liberator [1111-
and so pay the enclosed sample, five hundred is more of the same condition.

Very truly yours,

Director.

October 1st, 1911.

316 Broadway,

New York.

Dear Sir:-

Please send me, as soon as possible, a set of A - Z Guide Cards,
like, size 8 x 11. (100 cards). I would like to purchase 100 cards
100 of your catalogue, provided you will let me have them at the hundred
rate. If not at the hundred rate, I will only want thirty.

Very truly yours,

LIBRARY BUREAU

316 Broadway, New York City

Card Systems, Filing Systems,

Business and Library Furniture

We have your order of

which we have entered

for immediate attention.

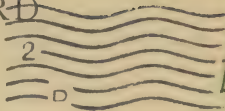
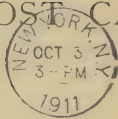
We will ship about

Thanking you, we remain,

Very truly yours,

Library Bureau

POST CARD



Mr. B. L. Dean,

The American Museum of Natural History
156 8th Broadway
New York

Library Bureau

316 Broadway

Branches in principal cities

Founded 1876

Cable Address "Library New York"

New York Oct. 3, 1911.

Mr. B. L. Belden, Director,
American Numismatic Society,
156th St. & Broadway,
New York City.

Dear Sir:

We have your order of the 2d for one set of 4" X 6" index guides which will have our prompt attention.

Regarding the book supports, would say that we cannot consistently give you 50 book supports at the 100 rate. We are, therefore, entering your order for 30.

Trusting this will be satisfactory, and thanking you for past favors, we beg to remain

Yours truly,

LIBRARY BUREAU.

C.M.D.
M.G.



Library Bureau

316 Broadway

Branches in principal cities

Founded 1876

Cable Address "Library New York"

New York 15 January 1912

A. H. Cooper-Prichard, Lib'n.
American Numismatic Society,
156th St., N.Y. City

Dear Sir:

The Library Bureau takes pleasure in handing you herewith its museum case catalog, trusting it will prove of interest to you.

The catalog shows only a few representative types of cases selected from some recent installations. No attempt has been made to cover all of the types manufactured or to show the extent to which these cases have been installed by leading museums in this country and abroad.

While this catalog is devoted to metal frame cases, the Library Bureau is also equipped to build wood frame museum cases in the few instances where preferable.

It has a thoroughly equipped museum case department and solicits your correspondence on your museum case requirements.

Very truly yours

H.R.D.

Library Bureau

EBC

De R. W. Atty

P.S. The catalog goes forward under separate cover.

May 10th, 1912.

Library Bureau,
316 Broadway,
New York.

Dear Sirs:-

Kindly send me No. 1038 in your catalogue, Cutter
3-figure decimal alphabetical order table, as per the
order sent by telephone yesterday, and oblige,

Yours very truly,

Director.

Library Bureau

316 Broadway, New York City

Card Systems, Filing Systems,

Business and Library Furniture

We have your order dated May 10th, Order No.

which we have entered for immediate attention.

We will ship about

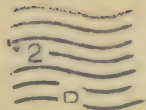
Thanking you, we remain,

Very truly yours,

Library Bureau

G. M. Rayforth

POST CARD



The American Munismatic Society,

156th St., West of Broadway,

New York City.

June 11th, 1912.

Library Bureau,
314 Broadway,
New York.

Dear Sirs:-

Will you kindly advise me what would be the cost of a tray cabinet in light oak finish, similar to No. 2814 in your catalogue, except that I would want it to contain two rows of six trays each, also what would be the outside measurements.

Very truly yours,

Director.

Library Bureau

316 Broadway

Branches in principal cities

Founded 1876

Cable Address "Library New York"

New York 12 June 1912

B. L. Belden, Director,
Amer. Numismatic Society
156th St. West of B'way., City

Dear Sir:

We have your kind favor of the 11th June, and are enclosing herewith sketch showing two of our standard six drawer units #9316. These two units, with finished base and cornice, as shown on sketch, would cost twenty-six dollars and seventy-five cents (\$26.75) constructed of oak and finished in any of our standard finishes.

We trust if the sketch and information herewith is not sufficient to meet with your requirements you will favor us with further requests in the matter.

Thanking you for the inquiry, we remain,

Very truly yours

Library Bureau

H. S. Bailey

T.D.B.

EBC

encl.

June 13th, 1912.

Library Bureau,
316 Broadway,
New York.

Dear Sirs:-

Your letter of June 12th has just been received. The two six drawer units, No. 9315, with base and cornice, will not answer my purposes at all for the reason that I would want to get the twelve drawer cabinet into a space that is scant nine inches high. I presume I could put three of your four drawer cabinets, No. 2314, side by side in this space, but I would prefer having it in a single cabinet, and if you can furnish a cabinet of twelve drawers in two rows of six finished exactly like the four drawer cabinet is, without any base or cornice, I would be glad to know what would be the cost.

Very truly yours,

Director.

Library Bureau

316 Broadway

Branches in principal cities

Founded 1876

Cable Address "Library New York"

New York

14 June 1912

B. L. Belden, Director,
Amer. Numismatic Society
156th Street, N.Y. City

Dear Sir:

We have your favor of the 13th June,
and are asking the factory to-day to submit cost
on one finished cabinet 6 trays wide, by 2 trays
high, finished base and top, to fit space as desig-
nated by you. We expect to have this estimate and
sketch in a few days.

Very truly yours

Library Bureau

G. L. Bailey

T.L.B.

EEC

Library Bureau

316 Broadway

Branches in principal cities

Founded 1876

Cable Address "Library New York"

New York 18 June 1912

B. L. Belden, Director.
American Numismatic Society
156th Street, N.Y. City

Dear Sir:

We are enclosing herewith sketch #68434-3, showing twelve tray cabinet, specially designed to fit the space referred to in yours of the 13th June. This cabinet we would be pleased to furnish, finished to match the other cabinets in your library, for the sum of thirty dollars (\$30.00) f.o.b. delivered.

Trusting our proposal may meet with your approval and that we may receive your order for this cabinet, we remain,

Very truly yours

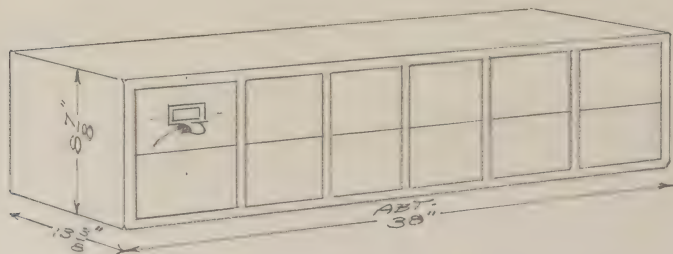
Library Bureau

T.D.B.

G. D. Bailey

68434-3

AMERICAN NUMISMATIC SOCIETY
NEW YORK CITY.



SPECIAL OAK CABINET.

12 TRAYS FOR CARDS 3"X5".

LIBRARY BUREAU.

N.Y. 65434-3

15 JUNE - 12

A. B. B.

June 22nd, 1912.

The Library Bureau,
316 Broadway,
New York.

Dear Sirs:-

I have your letter of June 18th with sketch #68484-3 of twelve tray cabinet 8 $\frac{7}{8}$ inches high and 38 inches long, and I would be glad if you would furnish this cabinet as soon as possible at the price mentioned (\$30.00) finished in light oak.

I would say that the space in which this cabinet is to be placed is exactly 8 $\frac{7}{8}$ inches high so please be very careful that that measurement is not exceeded.

Kindly advise me how soon this can be delivered, and believe me,
Very truly yours,

Director.

Library Bureau

316 Broadway

Branches in principal cities

Founded 1876

Cable Address "Library New York"

New York

25 June 1912

B. L. Belden, Director,
Amer. Numismatic Society
156 Street, West of B'way., City

Dear Sir:

We acknowledge receipt of your order of the 22nd June, for one twelve tray cabinet, as sketch #65484-S, at price of \$30.00. We have entered the order in the Registry for prompt attention, and shipment will be made in about four weeks.

Thanking you for the order, we remain,

Very truly yours

Library Bureau

G. W. Bailey

DEC

Library Bureau

316 Broadway, New York City

Card Systems, Filing Systems

Business and Library Furniture

We have your order dated June 1, 1920, Order No.

which we have entered for immediate attention.

We will ship about . . .

Thanking you, we remain,

Very truly yours,

Library Bureau

E. M. Danforth

POST CARD

PLATE
OPEN

The American Automobile Society,
110 N. 13. West 42 Street,
New York City.

August 8th, 1912.

Library Bureau,
316 Broadway,
New York.

Dear Sir:-

Could you send me sample book dummy, number 1356 in your catalogue, as I would like to see one of these dummies before making up my mind as to ordering any or not. Kindly send it by mail.

Very truly yours,

Director.

August 13th, 1912.

Library Bureau,
316 Broadway,
New York.

Dear Sirs:-

Will you kindly send me five wood G. C. profiled cases, number 1727
(12 x 9 x 8 1/2 inches), and oblige,

Yours truly,

Director.

Library Bureau

316 Broadway, New York City

Card Systems, Filing Systems

Business and Library Furniture

We have your order dated

Aug. 15th, Order No.

which we have entered for immediate attention.

We will ship about

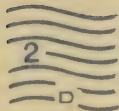
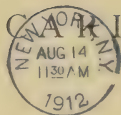
Thanking you, we remain,

Very truly yours,

Library Bureau

G. M. R. Langford

POST CARD



The American Numismatic Soc.

156th St. West of Broadway,

New York City.

August 17th, 1912.

Library Bureau,
316 Broadway,
New York.

Dear Sirs:-

The five Wood C. C. pamphlet cases have been received, and I find on opening them that you have sent No. 1726, the size of which are eleven inches high, instead of 1727, which are twelve inches high. I would, therefore, request you to send for the smaller size, which are no used to me, and send me the proper size at your earliest convenience.

Very truly yours,

Director.

Library Bureau

316 Broadway

Branches in principal cities

Founded 1876

Cable Address "Library New York"

New York Aug. 19, 1912.

American Numismatic Society,
156th St. West of Broadway,
New York City.

Attention B. D. Belden, Director.

Dear Sir:

We regret to learn from your letter of the 17th that our Cambridge office made a mistake in filling your order for the five pamphlet boxes. We find that we made out the order as per your letter. The fault is with our Cambridge office.

We are today entering a Replace order calling for the boxes of the correct size, and are issuing an order to have the ones which you have called for, and we will allow full credit for the same.

Hoping that this has caused you no great inconvenience, we beg to remain,

Yours very truly,

LIBRARY BUREAU.

F D W

ENC

J. B. Warren

THIS IS YOUR RECEIPT. OBTAIN SIGNATURE AND KEEP

Date Aug. 19, 1912.

Amer. Numismatic Society,

156th St. West of Broadway, N.Y.C.

Please deliver to bearer goods to be returned to us as follows:

5 - Pamphlet Boxes

Received for Library Bureau

By

September 21st, 1912.

Library Bureau,
316 Broadway,
New York.

Dear Sirs:-

Will you kindly send me one thousand (1000) cards like the enclosed sample. The catalogue number I believe is 34010. Also please send me a bill for the five wood pamphlet cases (No. 1727) that you sent me some little time ago.

Very truly yours,

Director.

In ordering card 3 x 5 order by Number 33032.

In ordering card 4 x 6 order by Number 34010.

Library Bureau

316 Broadway, New York City

Card Systems, Filing Systems.

Business and Library Furniture

We have your order dated Sept. 21st, Order No.

which we have entered for immediate attention.

We will ship about

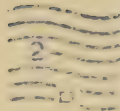
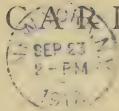
Thanking you, we remain,

Very truly yours,

Library Bureau

G. M. Danforth

POST CARD



The American Numismatic Soc.

150th St. West of Broadway,

New York City.

October 15th, 1912.

Library Bureau,
318 Broadway,
New York.

Dear Sirs:-

Will you kindly send me, as soon as possible, one pair of Commercial Oak ends, the same as those supplied on the nineteenth of March last. The catalogue number given on the bill is 8082.

Very truly yours,

Director.

FACTORY
NO.AQ'TS
NO.CUSTOMERS
NO.

CUSTOMERS ACKNOWLEDGMENT.

We acknowledge with thanks your order,

and will send { sketch
proof } aboutand will ship goods via { Mail
Express } on or
Freight

about April 17 - 1933 after proof returned

Above dates are given subject to delays from strikes,
accidents and other causes beyond our control.Should you have occasion to refer to this order, or
if your understanding regarding same is different from
above, please use our factory number when writing us.

Very truly,

THE WHITEHEAD & HOAG CO.,

Makers of Advertising Novelties, Badges, Buttons,
Metal Goods, Signs, &c., Newark, N. J.

N 46877 3-7-13 112993

Sold to The American Numismatic Society

Address 156th St. West of Broadway, New York City
N.Y.

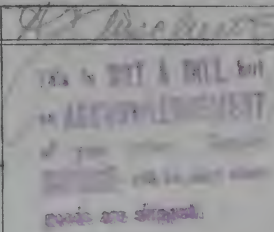
Ship to same,

Address

Bill to

Agent

Ship via exp.

ARTICLE	QUANTITY		PRICE	TOTAL	
	ORDERED				
trays Black #1	4000		16.00 per doz.	64.00	
" " #1-B	4000		16.00 per doz.	64.00	
				128.00	

The above is a memorandum of your order, and not an invoice. A regular bill will be sent you when goods are shipped.

Library Bureau

316 Broadway
Telephone: Worth 1400
Private branch exchange
connecting all departments.

Branches in principal cities

Founded 1876

Cable address "Library New York"

Western Union Code used

New York 13 June 1913

American Numismatic Society
156 West Broadway
New York City.

Attention of Mr. Ruch.

Dear Sir:

We wish to confirm your verbal
order of this afternoon for the following
material;

40 #1340 enamel book supports	\$3.60
15 #1348 Crocker book braces	
@ 25¢	<u>3.75</u>
	\$7.35

We are giving this order our
immediate attention, and thank you for same.

Yours very truly,

LIBRARY BUREAU

W. S. Lubbock

A.D.S.
LCW

Official Order No.

Memorandum of Shipment

Mr. Ruch.

From

Y-35485 Library Bureau, Cambridge, Mass,

Requisition No.

Date 6/16/13.

Shipt to

The American Numismatic Society,
156th St. West of Broadway,
New York City.

Ship via

F. O. B.

Direct.

Please preserve this memorandum to compare with our
extended invoice.

Quantity	Catalog No.	Description
40	1340	Enameled Book Supports.
	SEF/MK	

Form 549

Library Bureau

316 Broadway, New York City

Card Systems, Filing Systems.

Business and Library Furniture

We have your order dated Oct. 15th, Order No.

which we have entered for immediate attention.

We will ship about ..

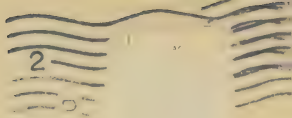
Thanking you, we remain,

Very truly yours,

Library Bureau

E. M. Danforth

POST



The American Numismatic Society,
156th St. West of Broadway,
New York City.

October 20th, 1913.

Library Bureau,
316 Broadway,
New York.

Dear Sirs:-

Kindly send up two thousand folders, five hundred in each position, like the enclosed sample, and oblige,

Yours very truly,

Director.

February 9th, 1914.

Library Bureau,
316 Broadway,
New York.

Dear Sirs:-

I note in the Library Bureau catalogue that the Dewey Decimal Classification in cloth binding, catalogue No. 1004, is quoted at five dollars, and I see that you have charged me six on the enclosed bill. Kindly advise me regarding this, and oblige,

Yours very truly,

Director.

Library Bureau

Founded 1876

Salesrooms in 40 leading cities
in United States, Canada
Great Britain and France

316 Broadway

Telephone: Worth 1400

Private branch exchange
connecting all departments.



Manufacturing distributors of
Card and filing systems
Office, library and bank equipment
Unit card and filing cabinets
in wood and steel

New York February 18th, 1914.

Mr. B. L. Belden,
Broadway & 156th St.,
New York City.

Dear Sir:-

Confirming conversation with your assistant
would state that the Classification quoted at \$5.00
in our catalog has been discontinued and is now out of
print.

The one sent you and billed at \$6.00 is a
newer and more complete Classification, hence the
advance price.

Trusting this will be satisfactory and
regretting the trouble caused you, we are

Yours very truly,

LIBRARY BUREAU.

C.M.D.
MAD.

... ..

1. *U. laticollis* (Cresson)

1. 2. 3. 4. 5. 6. 7. 8. 9. 10. 11. 12. 13. 14. 15. 16. 17. 18. 19. 20. 21. 22. 23. 24. 25. 26. 27. 28. 29. 30. 31. 32. 33. 34. 35. 36. 37. 38. 39. 40. 41. 42. 43. 44. 45. 46. 47. 48. 49. 50. 51. 52. 53. 54. 55. 56. 57. 58. 59. 60. 61. 62. 63. 64. 65. 66. 67. 68. 69. 70. 71. 72. 73. 74. 75. 76. 77. 78. 79. 80. 81. 82. 83. 84. 85. 86. 87. 88. 89. 90. 91. 92. 93. 94. 95. 96. 97. 98. 99. 100. 101. 102. 103. 104. 105. 106. 107. 108. 109. 110. 111. 112. 113. 114. 115. 116. 117. 118. 119. 120. 121. 122. 123. 124. 125. 126. 127. 128. 129. 130. 131. 132. 133. 134. 135. 136. 137. 138. 139. 140. 141. 142. 143. 144. 145. 146. 147. 148. 149. 150. 151. 152. 153. 154. 155. 156. 157. 158. 159. 160. 161. 162. 163. 164. 165. 166. 167. 168. 169. 170. 171. 172. 173. 174. 175. 176. 177. 178. 179. 180. 181. 182. 183. 184. 185. 186. 187. 188. 189. 190. 191. 192. 193. 194. 195. 196. 197. 198. 199. 200. 201. 202. 203. 204. 205. 206. 207. 208. 209. 210. 211. 212. 213. 214. 215. 216. 217. 218. 219. 220. 221. 222. 223. 224. 225. 226. 227. 228. 229. 230. 231. 232. 233. 234. 235. 236. 237. 238. 239. 240. 241. 242. 243. 244. 245. 246. 247. 248. 249. 250. 251. 252. 253. 254. 255. 256. 257. 258. 259. 260. 261. 262. 263. 264. 265. 266. 267. 268. 269. 270. 271. 272. 273. 274. 275. 276. 277. 278. 279. 280. 281. 282. 283. 284. 285. 286. 287. 288. 289. 290. 291. 292. 293. 294. 295. 296. 297. 298. 299. 300. 301. 302. 303. 304. 305. 306. 307. 308. 309. 310. 311. 312. 313. 314. 315. 316. 317. 318. 319. 320. 321. 322. 323. 324. 325. 326. 327. 328. 329. 330. 331. 332. 333. 334. 335. 336. 337. 338. 339. 340. 341. 342. 343. 344. 345. 346. 347. 348. 349. 350. 351. 352. 353. 354. 355. 356. 357. 358. 359. 360. 361. 362. 363. 364. 365. 366. 367. 368. 369. 370. 371. 372. 373. 374. 375. 376. 377. 378. 379. 380. 381. 382. 383. 384. 385. 386. 387. 388. 389. 390. 391. 392. 393. 394. 395. 396. 397. 398. 399. 400. 401. 402. 403. 404. 405. 406. 407. 408. 409. 410. 411. 412. 413. 414. 415. 416. 417. 418. 419. 420. 421. 422. 423. 424. 425. 426. 427. 428. 429. 430. 431. 432. 433. 434. 435. 436. 437. 438. 439. 440. 441. 442. 443. 444. 445. 446. 447. 448. 449. 450. 451. 452. 453. 454. 455. 456. 457. 458. 459. 460. 461. 462. 463. 464. 465. 466. 467. 468. 469. 470. 471. 472. 473. 474. 475. 476. 477. 478. 479. 480. 481. 482. 483. 484. 485. 486. 487. 488. 489. 490. 491. 492. 493. 494. 495. 496. 497. 498. 499. 500. 501. 502. 503. 504. 505. 506. 507. 508. 509. 510. 511. 512. 513. 514. 515. 516. 517. 518. 519. 520. 521. 522. 523. 524. 525. 526. 527. 528. 529. 530. 531. 532. 533. 534. 535. 536. 537. 538. 539. 540. 541. 542. 543. 544. 545. 546. 547. 548. 549. 550. 551. 552. 553. 554. 555. 556. 557. 558. 559. 560. 561. 562. 563. 564. 565. 566. 567. 568. 569. 570. 571. 572. 573. 574. 575. 576. 577. 578. 579. 580. 581. 582. 583. 584. 585. 586. 587. 588. 589. 590. 591. 592. 593. 594. 595. 596. 597. 598. 599. 600. 601. 602. 603. 604. 605. 606. 607. 608. 609. 610. 611. 612. 613. 614. 615. 616. 617. 618. 619. 620. 621. 622. 623. 624. 625. 626. 627. 628. 629. 630. 631. 632. 633. 634. 635. 636. 637. 638. 639. 640. 641. 642. 643. 644. 645. 646. 647. 648. 649. 650. 651. 652. 653. 654. 655. 656. 657. 658. 659. 660. 661. 662. 663. 664. 665. 666. 667. 668. 669. 670. 671. 672. 673. 674. 675. 676. 677. 678. 679. 680. 681. 682. 683. 684. 685. 686. 687. 688. 689. 690. 691. 692. 693. 694. 695. 696. 697. 698. 699. 700. 701. 702. 703. 704. 705. 706. 707. 708. 709. 710. 711. 712. 713. 714. 715. 716. 717. 718. 719. 720. 721. 722. 723. 724. 725. 726. 727. 728. 729. 730. 731. 732. 733. 734. 735. 736. 737. 738. 739. 740. 741. 742. 743. 744. 745. 746. 747. 748. 749. 750. 751. 752. 753. 754. 755. 756. 757. 758. 759. 760. 761. 762. 763. 764. 765. 766. 767. 768. 769. 770. 771. 772. 773. 774. 775. 776. 777. 778. 779. 780. 781. 782. 783. 784. 785. 786. 787. 788. 789. 790. 791. 792. 793. 794. 795. 796. 797. 798. 799. 800. 801. 802. 803. 804. 805. 806. 807. 808. 809. 810. 811. 812. 813. 814. 815. 816. 817. 818. 819. 820. 821. 822. 823. 824. 825. 826. 827. 828. 829. 830. 831. 832. 833. 834. 835. 836. 837. 838. 839. 840. 84

100

Library Bureau

316 Broadway New York City

Card Systems, Filing Systems,

Business and Library Furniture

We have your order dated 6/1/14

Order No.

which we have entered for immediate attention.

We will ship about

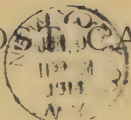
Thanking you, we remain,

June 9, 1914

Very truly yours,

Library Bureau

POSTCARD



ONE
STAMP
HERE

The American Hymismatic Society,

Broadway at 156th St.,

New York City.

A supply of cards this size
(5' x 3 inches) needed for the li-
brary -

W.D. Savage

8 June 1914

~~Japanese Language, Book in the
K'ung-fang-t'u-kiên (Mirror of,
illustrations of the "Hollow Square" poems)
English title on a slip of paper laid in;
red square stamp on p. 1)
pp. 24 9" h. 6 1/4" w.~~

~~Osaka~~

November 10, 1914.

Dear Sir,
I have the honor to
acknowledge the receipt
of your letter of the
10th inst.

and in reply to inform you that the same
has been forwarded to the proper
authorities for their consideration.
Very respectfully,
Yours truly,
[Signature]

{
1914

January 21st, 1915..

The Library Bureau,
316 Broadway,
New York..

Dear Sirs:-

Kindly send up, as soon as possible, fifty (50) Library
Bureau book supports, ^{No. 1340,} the same as illustrated on page 123 of your
catalogue Library bookstacks, equipment, furniture and supplies,
which was published in 1909..

Very truly yours,

Secretary..

.....Jan. 22nd.....195

WE thank you for your valued order of

Jan. 21st, for book supports

which will receive immediate attention.

Library Bureau

February 9th, 1915.

Library Bureau,

316 Broadway,.

New York.

Dear Sir:-

On January 21st, I ordered fifty book supports, and on
January 22nd only forty were delivered. I am therefore re-
turning the extra ten bill, and would be glad if you would look
this bill over, and send me a corrected bill.

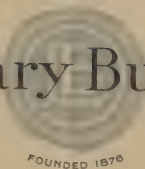
Very truly yours,

Secretary.

SAMUEL T. RUSSELL, PRESIDENT
A. N. PARLIN, V. PRES. AND TREAS.
N. B. H. PARKER, SECRETARY
AND GEN. SALES MGR

SALESROOMS IN 40 LEADING
CITIES IN UNITED STATES
CANADA, GREAT BRITAIN
AND FRANCE

Library Bureau



MANUFACTURING DISTRIBUTORS OF
CARD AND FILING SYSTEMS
OFFICE, LIBRARY
AND BANK EQUIPMENT
UNIT CARD AND
FILING CABINETS IN WOOD
AND STEEL

O. H. RICE, MGR.

New York Feb. 13, 1915.

American Numismatic Society,
Broadway at 156th St., New York.

Gentlemen:

Referring to your letter of the 9th, would
say we have investigated the shortage of ten book
supports which you report, and our records show that
50 of these were shipped.

We are taking the liberty of asking you
to make another investigation, to make sure that
these were as billed.

We shall be very much interested to hear
from you.

Yours very truly

LIBRARY BUREAU

JEC/EGH

February 16th, 1915..

Library Bureau,
424 West 33rd Street,
New York..

Dear Sir:-

Your letter of February 13th has just come to hand, and in accordance with your request to make another investigation, I would say that I have done so with the result that I find that the package of book supports was left at the Geographical Society, one of the group of buildings on this block, and from there was taken over to this building on the evening of the 23rd of January by our night watchman. When he brought them here, my stenographer counted them, and found that there was only forty instead of fifty, as had been ordered,

Trusting that this information will be of some help to you, and hoping to hear from you in the near future, I am,

Yours very truly,

Secretary.

SAMUEL T. RUSSELL, PRESIDENT
A. N. PARLIN, V. PRES. AND TREAS.
N. B. H. PARKER, SECRETARY
AND GEN. SALES MGR.

SALESROOMS IN 40 LEADING
CITIES IN UNITED STATES
CANADA, GREAT BRITAIN
AND FRANCE

Library Bureau

FOUNDED 1876

MANUFACTURING DISTRIBUTORS OF
CARD AND FILING SYSTEMS
OFFICE, LIBRARY
AND BANK EQUIPMENT
UNIT CARD AND
FILING CABINETS IN WOOD
AND STEEL

O. H. RICE, MGR.

New York

Feb. 18, 1915.

The Amer. Numismatic Society,

Broadway at 156th St., New York.

Gentlemen:

Referring to your letter of Feb. 16th, regarding the shortage of ten book supports, we beg to thank you for the trouble you have taken in investigating this matter.

Inasmuch as these have not been received, we are instructing our Accounting Department to send corrected bill for 40 book supports.

Hoping this will satisfactorily adjust this matter, we are

Yours very truly,

LIBRARY BUREAU.

JEC/EGH

April 24th, 1915.

Library Bureau.

116 Broadway.

New York..

Dear Sirs:-

Secretary.



BROADWAY, AT 156TH STREET
NEW YORK

20 May 1915.

Dear Mr. Belden,

As Mr. Field, the Committee on the Library has approved the purchase of binders for all the periodicals, will you be so kind as to order those contained in the list furnished by the Library Bureau of date 7 April 1915 with the two following modifications?

1. Omit Numismatic & Philatelic Journal of Japan.
2. Add Archiv für Medaillen-und Plakettenkunde which is 11 1/8 in. high, 8 1/4 in. wide.

We wish the binders to be in library olive buckram no. 15 Holliston Mills.

We do not wish the names of the periodicals printed on the binders.

Sincerely yours,

AD Savage
Librarian.

May 21st, 1918.

Library Bureau,
316 Broadway,
New York..

Dear Sirs:-

Will you kindly send up the binders for all the periodicals,
mentioned in your list of April 7th, with the two following mod-
ifications:-

1. Omit Numismatic & Philatelic Journal of Japan..
2. Add Archiv fur Medaillen-und Plakettenkunde which is
11 1/8 inches high, 8 1/4 inches wide.

We wish the binders to be in library olive buckram No. 15
Holliston Mills..

We do not wish the names of the periodicals printed on the binders.

Very truly yours,.

Secretary.



316 Broadway,

New York City, May 22st 1915.

Dear Sir:

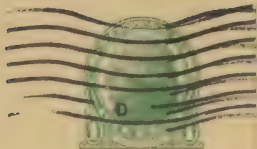
We acknowledge herewith receipt of your order
May 21st for which we thank you.

This will receive our prompt attention.

We will ship about

Very truly yours,

Library Bureau



(THIS SIDE OF CARD IS FOR ADDRESS)

The American Numismatic Society,
Broadway, at 156th St.,
New York City.

SAMUEL T. RUSSELL, PRESIDENT
A. N. PARLIN, V. PRES. AND TREAS.
N. B. H. PARKER, SECRETARY
AND GEN. SALES MGR.

SALESROOMS IN 40 LEADING
CITIES IN UNITED STATES
CANADA, GREAT BRITAIN
AND FRANCE

Library Bureau



MANUFACTURING DISTRIBUTORS OF
CARD AND FILING SYSTEMS
OFFICE, LIBRARY
AND BANK EQUIPMENT
UNIT CARD AND
FILING CABINETS IN WOOD
AND STEEL

O. H. RICE, MGR.

New York

May 22, 1915.

Mr. B. L. Belden,
American Numismatic Society,
Broadway & 156th St.,
New York City.

Dear Sir:

We beg to acknowledge your favor of the 21st
ordering Binders as per quotation of April 7th.

Please note that the first three items call
for our own rod binder made in black cloth with red
back and corners. The Big Ben Binders will be in
the buckram finish as per samples submitted.

We note your omission of one item and the
addition of another as per your letter. You have
omitted, however, to give us the thickness of the
second item.

Upon receipt of your advices we will
proceed with this order. We would suggest that you
check up the dimensions given in our quotation
so that there will be no chance of error.

Thanking you for your order which will have
our best attention, we are

Yours very truly,

LIBRARY BUREAU.

CMD/ES

Official Order No.

PART SHIPMENT NOTICE

Trimming Order

No.

Y 69552

NEW YORK

Date 5/29/15

Shipt to

The American Gynismatic Society

Broadway & 156th St.,

New York, N. Y.

Ship via

F. O. B.

N. Y. O.

Charge to

Packed by

Shipt by

Date Shipt

Check

Quantity

Catalog No.

Description

Case

Numbers

1 1516 L. B. rod binder

1 1511 L. B. rod binder

1 1512 L. B. rod binder

JTC:LH

Received 3 June 1915 ADS

OUR ORDER NO. 77222

ORDER NO.

REQ. NO.

SHIPPED TO

Library Bureau

FOUNDED 1876

ACCOUNT NO.

13204

New York 24 JUNE 1915

Sold to AMERICAN MATHEMATICAL SOC.,
156TH ST. & BROADWAY, N.Y.CITY.

ALL CLAIMS MUST BE MADE WITHIN
TEN DAYS AFTER RECEIPT OF GOODS

TERMS NET CASH
REMIT TO CAMBRIDGE A, BOSTON, MASS.

| CATALOG NO. | QUANTITY | DESCRIPTION | PRICE | |
|-------------|----------|-------------------------------|-------|------|
| 1511 | 1 | L.B. ROD BINDER BACK 1" WIDE. | 1.00 | |
| 1512 | 1 | L.B. ROD " " " " | 1.00 | |
| 1516 | 1 | " " " " " " | 1.25 | 3.25 |

ALL ORDERS AND CORRESPONDENCE SHOULD BE ADDRESSED TO 316 BROADWAY, NEW YORK

TELEPHONE NO. 1400 WORTH

OUR ORDER NO. NB45408
ORDER NO. L MAY 10
REQ. NO.
SHIPPED TO

Library Bureau

FOUNDED 1876

New York

ACCOUNT NO.
13204

NOV. 16, 1915.

Sold to AMERICAN NUMISMATIC SOCIETY
BROADWAY, AT 156TH ST.
NEW YORK CITY

ALL CLAIMS MUST BE MADE WITHIN
TEN DAYS AFTER RECEIPT OF GOODS

TERMS NET CASH
REMIT TO CAMBRIDGE A, BOSTON, MASS.

| CATALOG NO. | QUANTITY | DESCRIPTION | PRICE | | |
|-------------|----------|-------------|-------|------|------|
| 33010 | 34 | WHITE CARDS | 2.00 | 6.00 | 6.00 |
| E | | | | | |

ALL ORDERS AND CORRESPONDENCE SHOULD BE ADDRESSED TO 316 BROADWAY, NEW YORK

TELEPHONE NO. 1400 WORTH

S

Our Credit No. NC28756

Our Order No. NB29952

Your Order No. L 4-28-15

CREDIT MEMORANDUM

Account No.

13204

FROM

Library Bureau

New York, 17 Nov. 1915

To American Numismatic Co.,
Broadway & 156th St.,
New York City.

We Credit Your Account as Follows:

| Catalog No. | Quantity | Description | Price | |
|--------------------|----------|--------------|-------|------|
| 33032 | 2M | White Cards. | 3.00M | 6.00 |
| Billed 3 May, 1915 | | | | |

December 29th, 1915.

Library Bureau,

25 Broadway,

New York.

Dear Sir:-

Kindly send up, as soon as possible, five thousand (5000)
white cards, No. 58910, as per the enclosed sample, and oblige,
Yours very truly,

Secretary.

B

316 Broadway,

New York City, Dec. 30

1915

Dear Sir:

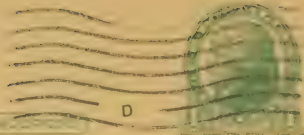
We acknowledge herewith receipt of your order
of Dec. 29th for which we thank you.

This will receive our prompt attention.

We will ship about

Very truly yours,

Library Bureau



American Numismatic Society
Broadway 156th Street
New York City

66
21
51
108

October 18th, 1916.

Library Bureau,
316 Broadway,
New York.

Dear Sirs:-

Kindly send up, as soon as possible, five thousand (5000) Library Bureau Cards, No. 35111, and greatly oblige,

Yours very truly,

Secretary.

October 21st, 1916.

Library Bureau,
316 Broadway,
New York.

Gentlemen:-

Kindly send up, as soon as possible, three thousand
(3000) Library Cards, No. 33016, and enclose,

Yours very truly,

Secretary.

July 14th, 1917.

Library Bureau,
316 Broadway,
New York.

Dear Sir:-

Kindly send up, as soon as possible
five thousand (5000) Library Bureau cards,
No. 33210, and enclose.

Yours very truly,

Secretary.

November 7th, 1917.

Library Bureau,
316 Broadway,
New York.

Gentlemen:-

Kindly send us, at your earliest convenience,
two thousand (2000) white cards No. 35111.

Yours very truly,

Secretary.

November 9th, 1917.

Library Bureau,
316 Broadway,
New York.

Dear Sirs:-

Kindly send us one-half package of
Periodical Cards, Library Bureau Catalogue
No. 1105. These we would like as soon as
possible.

Yours very truly,

Secretary.

Nov. 12th, 7

191

WE thank you for your valued order of

Nov. 9th, 1917.

which will receive immediate attention.

Library Bureau

December 21st, 1917

Library Bureau,
316 Broadway,
New York.

Dear Sirs:-

Please send us, at your convenience, five
thousand (5000) large size library cards, No.
35,111.

Yours very truly,

Secretary.

January 4th, 1917.

Library Bureau,
316 Broadway,
New York.

Dear Sirs:-

Kindly send us, as soon as possible, five
thousand Library Cards, No. 33010.

Yours very truly,

Secretary.

March 22nd, 1918.

Library Bureau,
316 Broadway,
New York.

Dear Sirs:-

Kindly send me, as soon as possible, two japanned
tin desk trays, No. 1230 in your catalogue of 1909, at
\$1.25 each..

Yours very truly,

Secretary.

SAMUEL T. RUSSELL, President
A. N. PARLIN, V. PRES. AND TREAS.
N. B. H. PARKER, Secretary
AND GEN. SALES MGR.

SALESROOMS IN 40 LEADING
CITIES IN UNITED STATES
CANADA, GREAT BRITAIN
AND FRANCE

Library Bureau

FOUNDED 1876

MANUFACTURING DISTRIBUTORS OF
CARD AND FILING SYSTEMS
OFFICE, LIBRARY
AND BANK EQUIPMENT
UNIT CARD AND
FILING CABINETS IN WOOD
AND STEEL

O. H. RICE, MGR.

New York

March 23rd, 1918.

American Numismatic Society,
Broadway & 155th St.,
New York City.

Dear Sir:

Mr. S. P. Noe, Secty.,

We beg to acknowledge receipt of your order of the
22nd instant, for 2 - #1230 Tin Desk Trays. We note you
state price as being \$1.25 each, according to Catalog
L-1009.

Please be advised that the current price is \$1.60
each. With this change we have entered your order and
trust same will be satisfactory.

Yours very truly,

LIBRARY BUREAU,

W. C. Mason

WCH:FO

April 22nd, 1918.

Library Bureau,
316 Broadway,
New York.

Dear Sirs:-

Kindly send us, as soon as possible, 2,000 white Library Cards like the enclosed (No. 33010), and 1,000 cream colored or buff cards of the same weight and size.

Yours very truly,

Secretary.

Official Order No.

PART SHIPMENT MEMORANDUM

Date

Office

4/23/18HB.

1-4/22/18

No.

NO-42110

From

Library Bureau

Requisition No.

Ship to

The American Numismatic Society,

Packed by

Shipt with

Mark for

Ship via

B'way bet. 155th & 156th St. N. Y. C.

Shipt by

Date Shipt

Please preserve this memorandum to compare with our extended invoice.

| | Quantity | Catalog No. | Description | Case | Numbers |
|--|----------|-------------|-------------|------|---------|
| | 2000 | 33010 | White cards | | |
| | 800 | 33010 | Buff cards | | |

June 15th, 1918.

Library Bureau,
316 Broadway,
New York.

Dear Sirs:-

Kindly send us as promptly as
may be one thousand cards like the
sample enclosed.

Yours very truly,

Secretary.

Library Bureau

Founded 1876

Checks should be made payable to Library Bureau and sent to
Cambridge A, Boston, Mass.

American Numismatic Society
Broadway & 156 th St.,
New York City

STATEMENT OF YOUR ACCOUNT FOR MONTH OF

July

| DATE | ITEM | DEBITS | CREDITS | BALANCE |
|------|---------|--------|---------|---------|
| | Balance | | | 3 50 |
| 6 | NY CASH | | 3 50 | 00 |

August 20th, 1918.

Library Bureau,
316 Broadway,
New York.

Dear Sirs:-

Kindly send us, at your earliest
convenience, one thousand (1000) Library
Bureau Cards No. 33010.

Yours very truly,

Secretary.

November 11th, 1918.

Library Bureau,
316 Broadway,
New York.

Dear Sirs:-

Kindly send us, at your earliest convenience,
ten thousand (10,000) Library Bureau Cards
No 33010.

Yours very truly,

Curator.

November 23rd, 1918.

Library Bureau,
316 Broadway,
New York.

Dear Sirs:-

On November 11th, we ordered ten thousand 33010 white cards through an error when we should have ordered only five thousand. If we return five thousand of these cards, would it be possible to credit us with that number. I am returning the bill as the order numbers on this may help you in looking up the transaction.

Yours very truly,

Curator.

SAMUEL T. RUSSELL, President
A. N. PARLIN, V. PREST AND TREAS
N. B. H. PARKER, SECRETARY
AND GEN. SALES MGR

SALESROOMS IN 40 LEADING
CITIES IN UNITED STATES
CANADA, GREAT BRITAIN
AND FRANCE

Library Bureau

FOUNDED 1876

MANUFACTURING DISTRIBUTORS OF
CARD AND FILING SYSTEMS
OFFICE, LIBRARY
AND BANK EQUIPMENT
UNIT CARD AND
FILING CABINETS IN WOOD
AND STEEL

O. H. RICE, MGR.

New York November 26th, 1918.

The American Numismatic Society,
Broadway & 156th Street,
New York, N. Y.

Gentlemen:-

In response to your letter of November 23rd,
please be advised that if you return the 5,000 cards
ordered in error to us we will issue a credit slip for
them to you. In the meantime we return herewith our
bill.

Very truly yours,

LIBRARY BUREAU.

HCM/AM



November 29th, 1918.

Library Bureau,
318 Broadway,
New York.

Attention of Mr. W. C. Mason.

Dear Sir:-

We are returning the 3,000 cards ordered by us,
and referred to in our letter of November 19th. Will
you send us therefore the credit slip.

Thanking you very much for your courtesy in the
matter, I am,

Yours very truly,

Ass't to the Curator.

April 1st, 1919.

Library Bureau,
316 Broadway,
New York.

Dear Sirs:-

Kindly send us with as little delay as possible five
thousand Library Cards, No. 22010.

Yours very truly,

. Secretary.

May 29, 1919.

The Library Bureau,
New York City.

Dear Sirs:-

Kindly send me a stack of your 5 x 8 ledger
cards - without vertical rulings.

Yours very truly,

3342

SAMUEL T. RUSSELL, President
A. N. PARLIN, V. PRES. AND TREAS.
N. B. H. PARKER, SECRETARY
AND GEN. SALES MGR.

SALESROOMS IN 40 LEADING
CITIES IN UNITED STATES
CANADA, GREAT BRITAIN
AND FRANCE

Library Bureau

FOUNDED 1876

MANUFACTURING DISTRIBUTORS OF
CARD AND FILING SYSTEMS
OFFICE, LIBRARY
AND BANK EQUIPMENT
UNIT CARD AND
FILING CABINETS IN WOOD
AND STEEL

O. H. RICE, MGR.

New York

June 2, 1919.

The American Numismatic Society,
Broadway, Bet. 155th & 156th Sts.,
New York City.

Attention of Mr. Sydney P. Noe, Sec'y.

Gentlemen:

In response to your request of
May 29th, we are pleased to enclose herewith samples of
the following cards:

| | | |
|-----------------|---------------------|-------------|
| #30-5042, Per M | -----\$17.25, Per C | -----\$1.90 |
| #30-5043, " " | ----- 17.25, " " | ----- 1.90 |
| #30-5045, " " | ----- 17.25, " " | ----- 1.90 |
| #30-5046, " " | ----- 17.25, " " | ----- 1.90 |

If none of these cards exactly
meet your need, we should be very glad to submit prices
on any special cards, which you may desire, if you will
submit sketch of what you wish.

Thanking you for your inquiry, and
trusting we may be favored with your order, we are

Yours very truly,

LIBRARY BUREAU.

H. C. Mason
Abt

HCM:AFV
Enc.

September 8, 1917.

Mr. J. Edgar Hoover,

Director of the Bureau,

Washington,

New York, N. Y.

Gentlemen:-

Enclosed for you are two copies of a letter from the
United States.

Very truly,
Yours,

Secretary.

October 22nd, 1910.

Library Bureau,
215 Broadway,
New York.

Dear Sir:-

Kindly send me at your earliest convenience one hundred (100) buff guide cards of the weight and quality of the sample enclosed, 18 1/2 x 30 Gr. in size, and the tabs at the side, and fifty (50) leaving tabs in the center. I judge this to be No. 4515.

Yours very truly,

Secretary.

October 29th, 1911.

Library Bureau,
316 Broadway,
New York.

Dear Sirs:-

Twenty copies of the book on "The Library,"
five hundred (500) copies of the book, No. 10010.

Very truly yours,

Secretary.

Name

No.

Address

LIBRARY BUREAU CAT. NO. 30-5045 -A

| DATE | ITEM | DEBIT | ✓ | CREDIT | BALANCE |
|------|------|-------|---|--------|---------|
|------|------|-------|---|--------|---------|

Name

Address

Library Bureau CAT. NO. 30-5043 - A

A. W. L. Medical

O. L. F.

Rating

Card No.

Limit

Salesman

Terms

Date

Description

✓

Debit

Credit

Date

Description

✓

Debit

Credit

1919

Oct 25 Weed - Dies
Kohn - 385 B
30 H. W. L. - Design
M. L. L. - Design

200 00

55 00

800 00

21 0

11 11

11 11

Jones - 2
Smith - 125
Hodge - 1

125

1

Name

O. L. F.

Rating

Card No.

Address

Limit

Salesman

Terms

Library Bureau CAT. NO. 30-5042-A

| Date | Item | Debit | ✓ | Credit | Balance | Date | Item | Debit | ✓ | Credit | Balance |
|------|------|-------|---|--------|---------|------|------|-------|---|--------|---------|
|------|------|-------|---|--------|---------|------|------|-------|---|--------|---------|

10-12-1942 P. 21 Jan 1943
6.28 ✓

November 6th, 1919.

Library Bureau,
316 Broadway,
New York.

Dear Sir:-

Kindly send me one hundred cards, your catalogue
No. 30-5043.

Very truly yours,

Secretary.

Name

Address

Library Bureau CAT. NO. 30-5046 -1

| DATE | ITEM | FOL. | DEBITS | ✓ | DATE | ITEM | FOL. | CREDITS | ✓ | BALANCE |
|------|------|------|--------|---|------|------|------|---------|---|---------|
|------|------|------|--------|---|------|------|------|---------|---|---------|

December 10, 1919

Library Bureau
316 Broadway
New York City

Dear Sirs:

Kindly send me 1,000 buff cards 12 x 20 cm. like
the enclosed sample, except as to color.

Very truly yours,

(Enclosure)

Secretary.

December 30, 1919

Library Bureau
513 Broadway
New York City

Dear Sirs:

Kindly send me two metal desk outfits similar to
the one numbered 1250 in your catalogue L 1919. I do not de-
sire the cards.

Very truly yours,

Secretary.

March 24th, 1920.

Library Bureau,
316 Broadway,
New York.

Dear Sirs:-

Kindly advise me the cost of a twelve drawer filing cabinet, golden oak finish, for cards of L. C. size, the drawers in two rows of six each. We already have two of these and want a third.

Very truly yours,

Secretary and Librarian.

April 9th, 1920.

Library Bureau,
316 Broadway,
New York.

Attention of Mr. H. C. Mason.

Dear Mr. Mason:-

Referring to your call of last week in which we took up the question of a card file, I beg to advise that we have decided upon the 18 drawer cabinet at fifty-seven (\$57.00) dollars complete, with an additional cost for the veneer strip which is to extend from the front to a line thirteen (13") inches from the back of the cabinet. This is to be like the cabinet of antique oak. I trust it will not delay the delivery of the cabinet unduly. I expect to be out of town from Monday until Thursday of next week. If there are any further details that should be settled before then if possible.

Very truly yours,

Secretary and Librarian.

April 30th, 1920.

Library Bureau,
316 Broadway,
New York.

Attention of Mr. Mason.

Dear Sir:-

Kindly send us, at your convenience,
three thousand (3000) library cards
like the enclosed sample.

Very truly yours,

Secretary.

P.S. Kindly send bill for card cabinet
delivered recently.

July 15th, 1920.

Library Bureau,
316 Broadway,
New York.

Gentlemen:-

Kindly send us, as soon as possible, one Standard
Accession Book by Melvil Dewey, Ten thousand (10,000)
lines, half numbered.

Very truly yours,

Secretary and Librarian.

December 15th, 1920.

Library Bureau,
316 Broadway,
New York.

Gentlemen:-

Kindly send us Five thousand (5,000) Library Cards
as per the enclosed sample. We would like to have these
as soon as possible.

Very truly yours,

Assistant to Curator.

March 28th, 1902.

Library Bureau,
316 Broadway,
New York.

Gentlemen:-

Kindly deliver three thousand (3,000) Library Bureau Cards, No. 35111 to Dr. Edwin P. Robinson, 12 High Street, Newport, Rhode Island, and send the bill to this Society.

Very truly yours,

Secretary.

September 15th, 1921.

Library Bureau,
316 Broadway,
New York.

Gentlemen:-

Kindly send us two thousand
(2,000) Library Cards as per the enclosed
sample. Our supply is exhausted, and as
we are in great need of these cards, we
wish you would rush this order through.

Very truly yours,

Secretary.



Library Bureau

Card and filing
systems



Filing cabinets
wood and steel

Cable address: Library Boston
Library New York

O. H. Rice, Mgr.

New York Dec. 6th 1921

American Numismatic Society,
156th St & Broadway,
New York City

Gentlemen:-

Here is a bargain in index cards:-

Size 3x5 - Color White
Light Weight
Good Writing Surface
Ruled One Side
Accurately Cut

Made in the finest card index plant in the world.

In lots of :- 100,000 - 75¢
50,000 - 80¢
10,000 - 85¢
5,000 - 90¢

Boxed by 1,000's - Delivery immediately.

Very truly yours,

LIBRARY BUREAU

Manager

2 - M
O.F.R.

Library Bureau
316 Broadway
New York City

Gentlemen:

You may enter order for.....M cards as above.

Deliver to.....

Signed

Address all communications to Library Bureau, 316 Broadway

February 11th, 1922.

Library Bureau,
318 Broadway,
New York.

Dear Sir:-

Kindly send us, as soon as possible,
ten thousand (10,000) Library Cards, No. 33610.

Very truly yours,

Secretary.

April 20th, 1922

Library Bureau
316 Broadway
New York City

Gentlemen:

I should be glad to have you quote
one or two thousand (2,000) cards as per
sample enclosed. ,

Very truly yours,

Secretary

Enc.

Library Bureau

Card and filing
systems



Filing cabinets
wood and steel

O.H.Rice, Manager

New York April 21st 1922

The American Numismatic Society,
Broadway & 156th St.,
New York City.

ATTENTION Mr.Sydney P. Noe.

Gentlemen:-

Relative to your letter of April 20th.,
we take pleasure in quoting you on:

2, 000- White punched cards, as per your sample enclosed,
catalogue #35111 ----- \$7.40 per M

We trust that we may be favored with your
order and thanking you, we remain

Very truly yours,

LIBRARY BUREAU

HNC:MC.



April 24th, 1922.

Library Bureau
316 Broadway,
New York.

gentlemen:-

Please send to the above address, two
thousands (2,000) white punched cards, # 25111, at
7.00 per thousand, according to your quotation of
April 21st.

Very truly yours

Secretary.

June 6th, 1922.

Library Bureau,
316 Broadway,
New York.

Gentlemen:-

Kindly send us, as soon as possible,
three thousand (3,000) Library Cards, No. 33016.

Very truly yours,

Secretary.

THIS IS YOUR RECEIPT. OBTAIN SIGNATURE AND RETAIN UNTIL CREDIT MEMO IS RECEIVED
WE CANNOT ALLOW CLAIMS FOR RETURN OF GOODS UNLESS THIS RECEIPT IS SHOWN

Date July 11th 1922

Name American Numismatic Society,

Address Broadway & 156th St, New York City

See _____ Dept. _____ Room No. _____

Please deliver to bearer goods to be returned to us as follows:

1,000- #35111 White unpunched cards.

Original Order No.

Form No. 9

HNC:,C.

Received for Library Bureau

By [Signature]

TO BE DETACHED BY DRIVER

To be called for when attached order
is delivered.

"Is disconnection necessary?"

If so, this work order

Disposition been entered.

Stock. These cards were
to have been punched as per
order, but were delivered
unpunched and consequently
customer cannot use same.

Ordered on 16-37506

Authorized by H. M. COLLIER [Signature]

July 27th, 1922.

Library Bureau,
711 Broadway,
New York.

Gentlemen:-

Your bill of July 19th for two thousand white punched cards, No. 35111, has been paid and the cards have been received. We also have your credit memorandum of July 15th for one thousand white punched cards, and you credit us with the punching of them.

This matter was explained to your representative as follows:-

The last order of cards received were not punched. We returned one thousand of them, and ordered three thousand. Will you therefore kindly deliver an additional thousand of punched cards. This will cancel the amount of your credit memorandum.

Regretting that it should be necessary for us to ask you to straighten this matter out, I am,

Yours very truly,

Secretary.

September 18th, 1922.

Library Bureau,
316 Broadway,
New York.

Gentlemen:-

Kindly send us three thousand Library
Cards, 33016, No. 1 pack.

Very truly yours,

Secretary and Librarian.

LB

They assure accuracy

L. B. Cards are standard



Library Bureau

Library furniture
and supplies



Steel bookstack
Museum cases



STRIPPING MACHINE

This special machine slits a sheet of card stock into strips, which is the first operation in making L. B. cards. A single sheet is fed by hand into the rotary knives, which revolving on two shafts, upper and lower, divide the sheet into strips as it passes between the knives. The record production of a single machine being fifty-five thousand sheets a day, making a total of four and one-half tons of stock handled by one girl in a single day.

COMBINATION CUTTING MACHINE

This machine cuts, punches, rules and counts. The strips are taken from the stripping machine and put in the feeder which feeds the strips one at a time to a gate which holds the strip in position for the punch. It then runs under the ruling spindles and then through the rotary knives, cutting the strip into cards. These machines were invented by L. B. Each machine has a capacity of more than two hundred and fifty thousand cards a day.



How L. B. Cards are cut

L. B.'s total production is two and a half million cards per day

2,500,000 cards a day

Library Bureau has an output of two and a half million cards a day—a quantity production which means economy.

Hundreds of librarians the country over are saving money by using our cards. Are you one of them?

It will pay you to thoroughly investigate both quality and price of Library Bureau catalog cards.

Examine the samples enclosed and compare with other cards.

Note L. B. Quantity prices!

“Avoid ‘hand to mouth’ methods in matter of supplies, buy in sufficient quantity material that is always needed, as catalog and charging cards, mending supplies, etc.”

Sabra W. Vought, in N. Y. Libraries.

Medium weight, ruled for handwriting
Commercial Standard grade—70% Rag
Cat. no. 33122

| | | | |
|--------------|---------|-------|---------------|
| This is | 1,000 | | \$3.30 per M. |
| This is C.K. | 5,000 | | \$2.97 per M. |
| | 10,000 | | \$2.81 per M. |
| | 25,000 | | \$2.64 per M. |
| | 50,000 | | \$2.48 per M. |
| | 100,000 | | \$2.31 per M. |

Ruled for typewriting, Cat. no. 33125. Plain cards, Cat. no. 33120P
Same price

Above prices include delivery charges



Library Bureau Catalog Cards

Library Bureau

Card and filing
systems



Filing cabinets
wood and steel

O. H. Rice, Manager

New York Dec. 4th, 1922

American Numismatic Society,
3755 Broadway,
New York City.
Mr. Sydney P. Noe.

Gentlemen:

Measure its economy by any standard you wish

- space - the filing-feet saved
- time - the added years of wear
- money - the infrequent replacement cost

On these bases the L.B.Reinforced folder brings to your files an entirely new standard of efficiency.

Examine the enclosed miniature sample. That double thickness strip at the top - at the handling edge - doubly resists the daily punishment from searching, pulling fingers.

The body, down below, where the wear is least, being only medium weight, saves 33-1/3% space in files over the ordinary heavy weight folder.

These exclusive features have won the L.B.Reinforced folder a permanent place in thousands of files. May we demonstrate the economy of these unique folders in your files?

Use the post card part of the miniature sample.

Very truly yours,

FR - D
Enc.

LIBRARY BUREAU

Her Cobb

April 3rd, 1923.

Library Bureau,
316 Broadway,
New York.

Gentlemen:-

Kindly send us one thousand (1,000)

Library Cards, No. 35010.

Very truly yours,

Acting Secretary.

THIS IS YOUR RECEIPT. OBTAIN SIGNATURE AND RETAIN UNTIL CREDIT MEMO IS RECEIVED
WE CANNOT ALLOW CLAIMS FOR RETURN OF GOODS UNLESS THIS RECEIPT IS SHOWN

Date 4/17/03

Name P. Brown

Address Livingston St.

See Mrs. P. Brown

Dept.

Room No.

Please deliver to bearer goods to be returned to us as follows:

1000 copies of "The Great Gatsby"
Pr. 10.00

Original Order No.

Form No. 9

Received for Library Bureau

By J. M. Brown

*We are pleased to announce the
occupancy of our new building at
380 Broadway
(Corner of White St.)*



Here you will find on display Library Bureau's latest products — office equipment, card and filing systems, filing cabinets in wood and steel.

A complete line of desks, chairs and tables has just been added.

We cordially invite you to make an early call.

Telephone
Canal 6800

O. H. Rice
Manager

Library Bureau

Card and filing
systems


Founded 1876

Filing cabinets
wood and steel

Worth 1400

*We are pleased to announce the
occupancy of our new building at*

380 Broadway

(Corner of White St.)



Here you will find on display Library Bureau's products for public, college, school and business libraries. This comprises library furniture, charging desks, wood and steel book shelving, museum cases and library supplies.

It is our constant endeavor to render valuable library service, and we shall appreciate an opportunity to serve you.

You are cordially invited to make an early call.

Telephone
Canal 6800

H. R. Datz,
Manager Library Department

Library Bureau

Technical library
furniture

Steel bookstack
Museum cases

Founded 1876

*We have moved to
our new building*



380 Broadway - - - - - New York

Library Bureau

Card and filing
systems



Filing cabinets
wood and steel

Credit Department
J. W. Little, Manager

Cambridge, Mass. April 27, 1923.

The American Numismatic Society,
156th St. & Broadway,
New York City.

Gentlemen:

May we again call your attention to unpaid delinquent charge of February 27th in the amount of \$2.65 and ask that you kindly include this amount in making your remittance for your April charges which amount to \$14.30.

Very truly yours,

J. W. Little, Credit Manager.

By-

JWF:AS

Apr 19 - 37 Paid Apr 25 - 25

April 28th, 1923.

Library Bureau,
P. O. Box 2789,
Boston, Mass.

Attention of Mr. J. W. Little, Credit Manager.

Dear Sir:-

I have your letter of April 27th. I am at a loss to know how the charges against our Society amount to \$14.30, and would be very glad to have you send me an itemized bill, so that it may be checked up.

On April 24th, the bill for \$2.65 was paid by check from the National Sculpture Society, as the goods was delivered to this building for their use.

On April 25th, a check for \$3.90 was sent by us through the Central Union Trust Company.

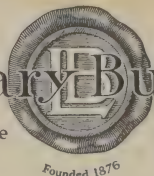
These are the only two bills we have, therefore would be pleased to have a word from you.

Very truly yours,

Curator & Acting Secretary.

Library Bureau

Library furniture
and supplies



Steel bookstack
Museum cases

Library Department
H.R. Datz, Manager
~~306 N. Broadway~~
380 Broadway

New York April 30, 1923.

AN UNUSUAL OFFER!

The enclosed sample is one of a million and a half cards made by our mills, but which have been rejected as Library Standard Grade because of the slightly mottled color.

They are light weight, made of 100% rag stock. Rather than sell this lot to jobbers, we prefer to give our friends an opportunity of buying them at bargain prices for any purpose for which they are acceptable.

But for the mottled color, these cards would sell in thousand quantities at \$3.90. While they last, we shall be glad to accept orders at \$1.50 per M for plain cards, and \$1.75 per M for any of our standard rulings.

Punched cards will be supplied unless otherwise ordered.

Very truly yours,

LIBRARY BUREAU
BY

H.R. DATZ
M.R.

H. R. DATZ

Library Bureau

Library furniture
and supplies



Founded 1876

Steel bookstack
Museum cases

Library Department

H.R. Datz, Manager

~~215 Broadway~~

380 Broadway

New York

May 1, 1923

LIBRARY SUPPLIES CATALOG

1923 EDITION

JUST OFF THE PRESS

We are sending you under separate cover a copy of our catalog "Library Supplies" (1923 Edition). Extra copies of this catalog will be sent to members of your staff if you will kindly furnish us with a list of those interested.

Some of the new features which merit your special attention are:-

| | |
|--|-----------|
| Loose Leaf Accession Sheets, with improved column spacing | Page 7 |
| Loose Leaf Borrower's Sheet | " 14 |
| "Reserve" book forms, based on successful methods already in use | " 17 & 36 |
| Statistical Forms, specially designed for county and other extension library systems | " 29 & 30 |
| The new L.B. Magazine Binder with keyless locking device, - an improvement over all other binders for this purpose | " 67 |
| New style Pencil Date Holder, much stronger than former models | " 72 |
| Double set of Open Face Rubber Type | " 73 |

Kindly advise us if your copy of the catalog fails to reach you.

To insure prompt service orders should be sent to the above address, where a full stock of library supplies is carried.

LIBRARY BUREAU

Library Bureau

Card and filing
systems



Filing cabinets
wood and steel

Executive Offices and
Cambridge Works

Cambridge, Mass. May 2, 1923.

The American Numismatic Society,
Broadway, Between 155th & 156th Sts.,
New York, N. Y.

Gentlemen:

In reply to your letter of April 28th, you are correct in your statement that a check was received for a charge of February 27th in the amount of \$2.65 on April 28th. Another check was received for a charge of April 19th in the amount of \$3.90 on April 29th.

Since our last letter to you there has been a credit entered, cancelling a charge of April 25th for \$10.40. Your account has now been brought up to date and we are sorry to have annoyed you in regard to this.

Very truly yours,

J. W. Little, Credit Manager

JWF:HW

By-

A handwritten signature in dark ink, appearing to read 'J. W. Little', written over a horizontal line.

September 19th, 1923.

Library Bureau,
316 Broadway,
New York.

Gentlemen:

Kindly send me one hundred (100)
cards as per the enclosed sample.

Very truly yours,

Secretary & Librarian.

January 18th, 1924

The Library Bureau
316 Broadway
New York

Gentlemen:

Kindly send us at your early convenience
five thousand (5,000) cards as per enclosed sam-
ple, and oblige,

Very truly yours,

Secretary & Librarian

Card enclosed -

August 8th, 1924

The Library Bureau
380 Broadway
New York City

Gentlemen:

Kindly forward at your early convenience
two thousand (2,000) cards similar to enclosed.

Very truly yours,

Secretary

Enc. Sample card attached

June 3, 1925

Library Bureau
380 Broadway
New York City

Gentlemen:

Kindly send us 5,000 of your #3511 # 1 rule
like sample enclosed.

Very truly yours

SEN C
enc.

Secretary

Library Bureau

68-3

Card and filing
systems



Filing cabinets
wood and steel

Checks should be made payable to Library Bureau and sent to
P O Box 2789, Boston, Mass.

The American Numismatic Society,
156th St. & Broadway,
New York, N. Y.

Statement of your account

7/29/25.

Date

Item

Debits

Credits

Balance

June 5

16-77284

31.00

31.00

JM

August 5, 1925

Library Bureau
380 Broadway
New York City

Gentlemen:

We have your statement dated July 29, 1925
to cover bill of June 5, 1925 for \$31.00.

Upon investigation we find that we have not
received any bill under such date or subsequently
and we ask that you send us itemized bill for this
amount.

Very truly yours

HW C

Curator

Library Bureau

Card and filing
systems



Filing cabinets
wood and steel

Credit Department
H. Doelle, Manager

New York

August 6, 1925

The American Numismatic Society
Broadway & 156th Street,
New York City

Gentlemen:

Attn: Mr. H. Ward

Yours of the 5th at hand and are
pleased to enclose copy of your June 5 charge,
\$31.00.

Very truly yours,

LIBRARY BUREAU

E. B. Doelle
Credit Dept.

1BT:MD

Enc.

CC Cam. Mr. Little

August 20th, 1925

Library Bureau
380 Broadway
New York

Gentlemen:

Will you send at your early convenience
one thousand (1,000) cards as per sample enclosed,
and oblige,

Yours very truly,

Secretary

February 11th, 1926

The Library Bureau
380 Broadway
New York City

Gentlemen:

Kindly send us at your early
convenience one thousand (1,000) of
cards as per the enclosed, and oblige,

Yours truly,

Enc.

Secretary

April 30th, 1926

The Library Bureau
380 Broadway
New York City

Gentlemen:

Kindly send to the above address
at your earliest convenience, five thousand
(5,000) cards, Cat. no. 33010, as per the
enclosed sample, and oblige,

Yours very truly,

Enc.

Librarian & Secretary

August 22nd, 1927

Library Bureau,
451 Broadway,
New York City

Dear Sirs;

Kindly send us 5,000 of your cards, No. 3511 -
No. 1 rule, white.

Very truly yours,

Secretary,

SPN:JCB

June 30, 1931.

The Library Bureau
205 E. 42nd Street, New York.

2 Dozen - No. 1527 - $10\frac{1}{2}$ x $7\frac{3}{8}$ in. - $\frac{1}{2}$ in. thick Pamphlet Binders

Received only $\frac{10}{=}$

Received then 14

of

Order Form

Ship via { Parcel Post }
Express
Freight } to American Numismatic Society
(Name of Library)

(Librarian)

S. P. 3073

(State)

Important

If for any reason goods are to be returned, write us for shipping instructions.

Claims for goods received in damaged condition must be made to the transportation company by the consignee.

Do not return goods to us without instructions from our nearest sales office.

October 13, 1931.

Remington Rand Business Service
205 East 42nd St.
New York City.

5000 - Cards as attached - 35111cm.

(Send bill to above address)

Kindly send cards to Prof. Eunice Work
Wheaton College
Norton, Massachusetts.

Library Bureau,
305 E. 42nd St., New York.

Dear Sirs:-

If the manilla 'finders' like the sample enclosed come in packages of 500, please send one such package with the least possible delay. If they do not come in packages of less than one thousand cards, you may send one thousand.

Very truly yours,

Secretary.